

**FREQUENCY AND SCOPE
OF
PREVENTIVE MAINTENANCE, INSPECTIONS, AND SERVICES**

ITEMS or FUNCTIONS	Recommended intervals of inspections and preventive maintenance services	
	By Operators or Users	By supervisory personnel
1. Fire prevention and protection		
a. Buildings	Monthly	Semiannually
b. Installed fire protection systems	Monthly	Semiannually
c. Fire pumping apparatus	Weekly	Monthly
d. Fire extinguishers	Monthly	Semiannually
2. Water supply systems	Daily	Monthly
3. Sewerage systems	Daily	Monthly
4. Heating plants and systems		
a. Central Heating and Boiler plants	Daily	Monthly
b. Steam distribution systems	Weekly	Quarterly
c. Domestic heating plants	Monthly	Semiannually
5. Petroleum products storage and dispensary systems	Quarterly	Annually
6. Mechanical refrigerators	Monthly	Annually
7. Air conditioning, ventilating, and evaporative cooling systems	Monthly	Semiannually
8. Electric systems		
a. Generating plants,	Daily	Monthly
b. Substations, transmission, and distribution systems	Monthly	Quarterly
c. Interior wiring	Annually	Biennially
9. Buildings and structures		
a. Structural members, built-up long span trusses, framing for elevated structures, and other structural features.	Quarterly	Annually

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Continued:

Frequency and Scope of Preventive Maintenance, Inspections, and Services:

ITEMS or FUNCTIONS	Recommended intervals of inspections and preventive maintenance services	
	By Operators or Users	By supervisory personnel
b. Roofing, flooring, wall surfaces, insect screens	Monthly	Semiannually
c. Plumbing, doors, sash, builders hardware	Monthly	Semiannually
d. Fans, electric: Air circulating, desk, wall, and floor	Semiannually	Annually
e. Kitchen equipment	Semiannually	Annually
f. Utility shop equipment	Monthly	Monthly
10. Grounds maintenance	Weekly	Semi-monthly
11. Insect and rodent control		
a. In or around all types of buildings	Monthly	Semiannually
b. On grounds	Monthly	Quarterly
c. Stored products, including subsistence, clothing, tool, and implement handles, etc.	Monthly	Quarterly
12. Gas distribution systems	Monthly	Annually
13. Coal yards, storage bins, and coal-handling equipment	Monthly	Annually
14. Cold storage	Daily	Monthly
15. Roads and runways		
a. Roads, including bridges and grade separations.	Monthly	Quarterly
b. Parking, storage, hard standing, area, walks	Monthly	Semiannually
16. Refuse collection and disposal		
a. Refuse collection equipment	Weekly	Monthly
b. Incinerators: Refractory and Chimney linings, castings.	Monthly	Quarterly

TECHNICAL MANUALS

The technical manuals listed below are recommended for use as basic references in the development of preventive maintenance programs. However, they do not take the place of manufacturers instruction sheets furnished for installed equipment.

1. TM 5-253 Road Construction
2. TM 5-405 Electrical Motors and Generators
3. TM 5-610 Inspection and Preventive Maintenance for Buildings, Structures, Grounds, Roads, Pavements, etc.
4. TM 5-612 Inspection and Preventive Maintenance for Post Engineer Shop Equipment.
5. TM 5-615 Concrete and Masonry Repair and Utilities.
6. TM 5-617 Roofs, Repairs, and Utilities.
7. TM 5-618 Painting.
8. TM 5-619 Plumbing, Repair, and Utilities
9. TM 5-622 Wharves, Shore Structures
10. TM 5-624 Roads, Runways
11. TM 5-630 Ground Maintenance, Dust and Erosion Control
12. TM 5-632 Insect and Rodent Control
13. TM 5-634 Refuse Collection and Disposal
14. TM 5-636 Kitchen Equipment
15. TM 5-637 Kitchen Equipment Inspection and Preventive Maintenance.
16. TM 5-641 Ranges, Bake Ovens, etc.
17. TM 6-643 Warm Air Furnaces
18. TM 5-645 Steam and Hot Water Heating Plant
19. TM 5-647 Space Heaters
20. TM 5-651 Central Boiler Plants
21. TM 5-653 Steam, Hot Water and Gas Distribution
22. TM 5-660 Water Supply

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TECHNICAL MANUALS

Continued:

23. TM 5-661 Water Supply, Inspection and Preventive Maintenance
24. TM 5-665 Sewage Treatment and Operation
25. TM 5-666 Sewage Treatment, Inspection and Preventive Maintenance
26. TM 5-670 Refrigeration and Air Conditioning Operation
27. TM 5-671 Refrigeration, Inspection and Preventive Maintenance
28. TM 5-673 Warehouse and Cold Storage Operation
29. TM 5-676 Coal Handling Equipment, Inspection, and Preventive Maintenance
30. TM 5-679 Liquid Petroleum Product and Storage
31. TM 5-681 Electrical Facilities, Inspection; and Preventive Maintenance
32. TM 5-687 Fire Protection Equipment, Inspection and Preventive Maintenance
33. TM 5-692 Fire Prevention
34. TM 5-693 Firemanship
35. TM 5-695 Automatic Sprinkler System
36. TM 5-696 Alarm System

Enclosure No. 2.